

TRAVEL EXPENSE CLAIM

See Instructions and *Privacy

ELECTRONIC STD. 262 (REV. 04/95)

Statement On Reverse Side

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CLAIMANT'S NAME

Matthew R. Bettenhausen

SSAN OR EMPLOYEE NUMBER*

DIVISION OR BUREAU
Executive

DEPARTMENT

California Emergency Management Agency

POSITION

Secretary

CB/ID NUMBER

E99

INDEX NUMBER

RESIDENCE*

HEADQUARTERS ADDRESS
3650 Schriever Ave.TELEPHONE NUMBER
916-324-8908

CITY

Mather

STATE

CA

ZIP CODE

95655

CITY

Mather

STATE

CA

ZIP CODE

95655

(1) MONTH/YEAR
April 2009(3) LOCATION
WHERE EXPENSES
WERE INCURRED

(4) LODGING

(5) MEALS
BREAK-FAST LUNCHO.T., LT,
N/C, RELO,
OR DINNER(6) INCIDENT-
TALS(7) TRANSPORTATION
(A) COST OF
TRANS. (B) TYPE
USED (C) CAREFARE
TOLLS
PARKING (D) PRIVATE CAR USE
MILES AMOUNT(8) BUSINESS
EXPENSE(9) TOTAL
EXPENSE
FOR DAY

DATE	TIME	LOCATION WHERE EXPENSES WERE INCURRED	LODGING	BREAK-FAST	LUNCH	O.T., LT, N/C, RELO, OR DINNER	INCIDENT- TALS	(A) COST OF TRANS.	(B) TYPE USED	(C) CAREFARE TOLLS PARKING	(D) PRIVATE CAR USE MILES AMOUNT	(8) BUSINESS EXPENSE	(9) TOTAL EXPENSE FOR DAY
5-Apr	12:00-19:00	Sacramento to Rohnert Park				\$ 18.00							\$ 18.00
8-Apr		Sacramento										\$ 20.00	\$ 20.00
9-Apr	17:30	Sacramento to San Diego	\$ 123.85			\$ 18.00			AR	\$ 14.00			137.85 \$ 155.85
10-Apr	17:30	San Diego to Sacramento		\$ 6.00	\$ 10.00		\$ 6.00	\$ 2.01	AR	9.00 \$ 15.00			33.01 \$ 39.04
13-Apr	9:15	Sacramento to Long Beach				\$ 18.00			AR	\$ 21.00			\$ 39.00
13-Apr		Long Beach to San Diego	\$ 123.90						AR				\$ 123.90
14-Apr	19:45			\$ 6.00	\$ 10.00	\$ 18.00	\$ 6.00	\$ 21.03	AR	18.00 \$ 26.00			79.03 \$ 87.03
27-Apr	7:00-15:30	Sac to Burbank and return							AR	15.00 \$ 30.00			24.00 \$ 30.00
28-Apr		Sacramento								\$ 2.00			\$ 2.00
(10) SUBTOTALS			\$ 247.75	\$ 12.00	\$ 20.00	54.00 \$ 72.00	\$ 12.00	\$ 23.04		88.00 \$ 108.00		\$ 20.00	476.79 \$ 544.79

COLUMN CODE (ACCTG. USE ONLY)

CLAIM TOTAL

\$ 476.79

(11) PURPOSE OF TRIP, REMARKS AND DETAILS (Attached receipts/voucher when required)

4/5: Participate in CA State Sheriff's Association Board of Director's meeting.

4/8: Security Clearance fingerprinting.

4/10: Panelist at Securing the Perimeter: A Public-Private Sector Discussion on Cyber Security

4/13: Meetings with Secretary Napolitano; 4/14: Attend Border Relations Council Meeting

4/27: Participate in H1N1 press event with Governor.

4/28: Parking meter for visit to JEOC.

(15) I HEREBY CERTIFY that the above is a true statement of the travel expenses incurred by me in accordance with DPA rules in the service of the State of California.

If a privately owned vehicle was used, and if mileage rates exceed the minimum rate, I certify the cost of operating the vehicle was equal to or greater than the rate claimed, and that I have met the requirements as prescribed by SAM Section 0750, 0751, 0752, 0753, and 0754 pertaining to vehicle safety and seat belt use.

CLAIMANT'S SIGNATURE

DATE

(16) SIGNATURE

on reverse

(12) NORMAL WORK HOURS

9:00 - 6:00

(13) PRIVATE VEHICLE LICENSE NUMBER

(14) MILEAGE RATE CLAIMED

48.5¢/Mile

AGENCY ACCOUNTING OFFICE

USE ONLY

PAID BY REVOLVING FUND CHECK NUMBER

DATE

DATE